



UNITED STATES SUBMARINE VETERANS, INC
USSVI GROTON BASE MEETING AGENDA
05 FEBRUARY 2024
JOIN IN-PERSON and ZOOM MEETING

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Meeting ID: 951 2532 2130

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CALL TO ORDER:

a. ANNOUNCEMENTS (MUSTER SHEETS, EXITS, NO SMOKING)

b. ROBERTS RULES OF ORDER WILL BE STRICTLY ENFORCED

2. OPENING EVENTS: (CHAPLAIN)

a. PLEDGE OF ALLEGIANCE: _____

b. OPENING PRAYER –Base Chaplain _____

3. USSVI CREED

TO PERPETUATE THE MEMORY OF OUR SHIPMATES WHO GAVE THEIR LIVES IN THE PURSUIT OF THEIR DUTIES WHILE SERVING THEIR COUNTRY. THAT THEIR DEDICATION, DEEDS, AND SUPREME SACRIFICE BE A CONSTANT SOURCE OF MOTIVATION TOWARD GREATER ACCOMPLISHMENTS, AND TO PLEDGE LOYALTY AND PATRIOTISM TO THE UNITED STATES OF AMERICA AND ITS CONSTITUTION.

4. LOST BOATS

(TOLLING OF THE BOATS is being presented electronically by PAO (Jim Lawton)– please direct your attention to the screen on the stage)

5. INTRODUCTION AND RECOGNITION OF VIP AND GUESTS

1. *New Members & First Meeting* _____

2. *National Officers* _____

3. *Former Base Commanders:* _____

4. *WWII Members:* _____

5. *HOLLAND Club Members* _____

6. *Chris Quijada Distinguished Member of the Year Award:* _____

7. *Past Joe Negri Recipients:* _____

8. *Robert Link Award Recipient:* _____

6. PRESENTATIONS:

7. MEMBERSHIP SOUND OFF -

Please stand and sound-off your name and year qualified.

(Optional)

Anyone qualified 1971 -1990 =

Qualified 1991 - 2020 =

Anyone qualified in 2021=

Associated Members =

8. BUSINESS PORTION OF THE MEETING (All non-members are excused)

a. COMMANDER/EXECUTIVE BOARD REPORT

b. TREASURER’S REPORT –

c. SECRETARY REPORT:

- **APPROVAL OF MINUTES 08 JAN 2024 -**
- **ANNIVERSARY PLANNING MEETING 13 FEBRUUARY 2024 – (All members are welcome to attend)**
- **2024 ELECTION OF SR. VICE COMMANDER AND BASE SECRETARY – (SEE Job descriptions and election process attached)**
- **CORRESPONDENCE TO REPORT—None**

D. SR VICE COMMANDER REPORT:

E. JR VICE COMMANDER REPORT:

F. MEMBERSHIP REPORT: Jeff Flesher

(Data provided from USSVI National Data Base)

CATEGORY	JAN 29, 2023
TOTAL MEMBERSHIP	1184
HOLLAND CLUB	637
ASSOCIATE MEMBERS	79
NATIONAL LIFE MEMBERS	857

H. NRED1 UPDATE:

I. COMMITTEE REPORTS:

- Boat Sponsorship (P. Skalski)
- Chaplain (Earl Colella/John Carcioppolo)
- Color Guard (Bob Sharpe)
- Eagle Scout Program Coordinator (Paul Orstad)
- Small Stores (Alex Doucette)
- Sub School Graduation Schedule (S. Ricard))
- Docents (Artie Gager)
- DMV Liaison (R. Rusczyk)
- Holland Club (R. Cheatham)
- Kap (SS) 4 Kid (SS) (J. Riley)
- Memorial Committee (M. Galbraith)
- Public Affairs Officer (J. Lawton)
- Red, White & Blue Mass (Paul Dillion)
- Scholarship Committee (G. Kane)

- Veterans Affairs (Brian Hague)
- West Port Satellite group (Paul Grammer)

9. OLD BUSINESS:

10. CLOSING EVENTS

- a. Good of the Order:
- b. Meeting attendance Drawing Winner _____ Coin or hat (*See Alex Doucette*)
- c. 50/50 drawing = Winner _____ How much _____
- d. Closing Prayer = Base Chaplain
- e. Adjourn

NEXT MEETINGS: MEMBERSHIP MEETING 04 MARCH 2024

SECRETARY REPORT

2024 ELECTIONS – NOMINATION ARE OPEN AT THE FEBRUARY MEMBERSHIP MEETING -

IAW USSVI GROTON BASE BYLAWS –

ARTICLE VII, Section 7, SubSect B Duties of Sr. Vice Commander –

a. Shall be responsible for membership rolls in the manner prescribed by the Executive Board to show always, the names of the members of this organization, alphabetically arranged, their respective places of residence, their post office address, and the year when each person became a member. b. Shall be responsible for the promulgation of all pertinent information to the officers of the base. c. Shall be the Chairman of the Base Finance Committee. d. During the absences and/or inability of Base Commander to render and perform his duties, or exercise powers, as set forth in these bylaws, or in the laws under which the corporation is organized, the same shall be performed and exercised by the Sr. Vice-Commander. And when so acting, they shall have all the powers given to, or imposed upon, the Base Commander. e. Shall provide oversight, guidance and council for those individuals and entities assigned to this Office in the USSVI Groton Base Organization Chart.

ARTICLE VII, Section 7, SubSect D Duties of Base Secretary –

a. Shall keep a record of the meetings of the general membership and of the Executive Board. b. Shall be the custodian of the records and of the seal and affix the latter when required. c. Shall be responsible for the contents, publication, and distribution of the newsletter. d. Shall maintain, change and or modify events in the Base Calendar as needed or requested e. Shall present to the Executive Board at their stated meetings, all communications addressed to Secretary officially by the Base Commander or any other officer or member of the base. f. Shall attend to all correspondence and perform all duties incident to their office. g. The Secretary shall draft calls of meetings, conduct the election of the base officers and be responsible for the giving of notice thereof as required by these bylaws. h. Shall provide oversight, guidance and counsel for those individuals and entities assigned to this Office in the USSVI Groton Base Organization Chart.

ARTICLE XI - VOTING IN GROTON BASE ELECTIONS

Section 1. Each member is entitled to vote in Base Elections; if member is in good standing at the time their ballot is counted.

Section 2. There shall be no voting by proxy; any member not voting will be considered abstaining.

Section 3. Nomination of Groton Base Officers

- A. The Election Master or chairman of the Base Nominating Committee, as assigned, shall conduct the nominations for the (5) elected officers.
- B. The Election Master or Chairman of the Groton Base Nominating Committee shall issue a call for nominations of eligible candidates for Groton Base Officers to all Members in good standing no later than the date of the February membership business meeting.
- C. Nominations will remain open until April 15th.
- D. Nominations, when called for, may be made from the floor at the meeting(s) and shall be accepted upon the oral or written consent of the nominee that they accept the nominations and will serve if elected.
- E. Nominations may be submitted by any Member of Groton Base in good standing.
- F. Nominations submitted to the Election Master or chairman of the Nominating Committee, if not submitted by the nominee, must be accompanied by a written consent of the nominee that they will accept the nominations and will serve if elected. The qualifications of the nominee, not to exceed 100 words, may accompany nominations.
- G. Upon close of nominations the Election Master or Nominating Committee shall make wide distribution of the names and qualifications, in alphabetical order, of all candidates properly nominated using both print and electronic means as viable.

Section 4. Election of Groton Base Officers

- A. The Base Secretary shall conduct the election for the (5) elected officers except in the even year when the election of Secretary is held.
- B. In the even years, an Officer not up for election or the Election Master will conduct the election providing all required documents to the Secretary upon conclusion of the election.
- C. Every bona fide candidate for Groton Base office, or their authorized delegate, may address the membership at a regular meeting for not more than five (5) minutes.
- D. After the close of nominations, should the Slate of Officers in nomination include only one name for each Office a voice vote, in lieu of a secret ballot vote may be entertained and conducted at the May membership business meeting.
- E. Electronic voting via internet is the standard method used for Elections, with mail-in paper ballots sent to the Base Secretary for inclusion in the electronic tally for those without internet access.
- F. If electronic voting via internet is not available, the voting shall be by paper ballot.
- G. Electronic and paper ballot voting, if utilized, Cut-off shall be no later than at 2359 hours on the last Monday of May.
- H. Ballots, ballot forms and envelopes as hereafter prescribed shall be mailed by the Base

Secretary not later than May 1st to each Groton Base Member in good standing and who the Secretary does not have a validate email address then to their last known US Mail address. The names, in alphabetical order, of all qualified candidates shall be printed or typed on the ballot with one (1) additional space for write-in vote, opposite of which shall be a box to be filled in by the member voting to signify the candidates of their choice. Such ballot shall also set forth in electronic media, printed or typed form such instructions as the Base Secretary considers necessary to insure the secrecy of the ballot and its execution and mailing, or personal delivery at the meeting within the prescribed period. The instructions shall also include directions that there may be no voting by proxy.

- I. Election results, if not voice voted, will be announced by the Secretary at the June monthly business meeting.

Section 5. The Base Secretary shall preserve for one (1) year the ballots and all other records pertaining to the elections.

Al Kinsall
Base Secretary